

The Board of County Commissioners Of Riley County, Kansas

The Regular meeting of the Board of County Commissioners met at the Riley County Plaza East Building March 31, 2005 with the following members present: Bob Newsome, Chairman; Alvan Johnson, Vice Chairman; Mike Kearns, Member; and Rich Vargo, County Clerk.

8:30 Public Comment & Business Meeting

Kathryn Mayes, Manhattan Mercury; Clancy Holeman, Counselor/Director of Administrative Services; Bret Glendening, Budget and Finance Officer; Tiffany Myers, Administrative Assistant; Leon Hobson, Director of Public Works/County Engineer; Susanne Kufahl, Riley County-Manhattan Health Department; Pat Collins, Director of Emergency Management; Kathy Carpenter, Legal Assistant, County Attorney's Office; Steve Higgins, REACH Committee Chair; Lori Muir, REACH Committee Member; Rod Meredith, Assistant Director of Public Works/Parks Director; Janet Dean, Human Resources Coordinator; Barbara Withee, League of Women Voters; and Mel Vanderstelt, attended.

Johnson said Riley County needs to move forward with the plans on Marlatt Avenue.

The Board of County Commissioners asked Leon Hobson to communicate to the City of Manhattan that Riley County wants to proceed on the Marlatt Avenue Project.

Hobson said he has had a request from an Eagle Scout to place a historical plaque on the Riley County grounds downtown.

The Board of County Commissioners asked Clancy Holeman to make sure there are no legal problems with placing the plaque.

Kearns said he was told by Lori Muir that a citizen called in and reported that the warning siren at the Countryside Mobile Home Park does not work and it is lacking a storm shelter.

P. Collins said the siren belongs to the City of Manhattan, but the area is currently covered by another siren.

Meredith stated the trash along the township road is on Fort Riley's property.

Higgins said he has been successful in contacting the Garrison Sergeant Major in resolving dumping issues on the Fort. The Board of County Commissioners suggested contacting the Garrison Sergeant Major .

Higgins discussed Riley County applying to have a float in the 150th Celebration Parade.

The Board of County Commissioners agreed the REACH Committee should bring back a recommendation on Riley County's participation in the 150th Celebration Parade.

Meredith reported he is assisting Keats in a grant application for the Keats Park.

Kearns stated Susanne Kufahl contacted him questioning if the Board of County Commissioners' intent was to collect property insurance on Wharton Manor 2002-2003.

Kufahl reported the Family Child Resource Center is annually grant funded. Kufahl stated they have invested over \$600,000.00 in improvements to

the facility. Kufahl asked the Board of County Commissioners to consider not requesting reimbursement on the property insurance for 2002-2003 which Riley County erroneously under billed.

Glendening stated he is not sure how the 2002-2003 property insurance error was made. Glendening stated the correct figure was based on the total premium and value of the property.

Newsome stated the Riley County Commission went on record stating Riley County would not cover costs for the facility when the Health Department took possession of the Wharton Manor facility.

Kufahl said the Health Department does realize they are responsible for all costs associated with the facility.

The Board of County Commissioners, by consensus, agreed to request payment of the full 2002-2003 insurance bill.

The Board of County Commissioners signed a Riley County Personnel Action Form for Kevin Page, an Intensive Supervision Officer I, in the Community Corrections Department, for Separation from County Service, effective March 28, 2005.

Dean stated Mr. Kennedy had previously paid legal interns at a grade 4 step 1. However, Mr. Wilkerson believes since they are 3rd year law student they deserve more pay due to education and requirements.

The Board of County Commissioners signed a Riley County Personnel Action Form for Miranda B. Johnson, a new hire, as a Legal Intern, in the County Attorney's Office, at a grade 9 step 1, at \$15.11 per hour.

9:00 Janet Dean, Human Resources Coordinator

Barbara Withee, League of Women Voters; Leon Hobson, Director of Public Works/County Engineer; Rod Meredith, Assistant Director of Public Works/Parks Director; and Kathryn Mayes, Manhattan Mercury, attended.

Dean presented the Problem Resolution and Citizen Complaint Policy.

Kearns moved to approve the adoption of a policy establishing a citizen Problem Resolution and Complaint Procedure and Complaint Form as presented. This policy shall be disseminated to all employees and shall be incorporated into the Riley County Personnel Policies during its next revision. Johnson seconded. Carried 3-0.

Johnson moved to sign a Highway Use Permit for Westar Energy to relocate poles and wires south of road right of way and install overhead guys over and across Barton Road right of way to poles located north of road right of way. Kearns seconded. Carried 3-0.

Kearns moved to appoint Kenneth Heuertz as a board member to the Museum Board of Trustees, term expiration December 31, 2007 and Mike Kratochvil as a board member to the Manhattan Urban Area Planning Board, term expiration April 30, 2008. Johnson seconded. Carried 3-0.

Johnson moved to approve "Resolution No. 033105-15, A Resolution appointing a representative to the Museum Board of Trustees" – Kenneth Heuertz and "Resolution No. 033105-16, A Resolution appointing a representative to the Manhattan Urban Area Planning Board" – Mike Kratochvil. Kearns seconded. Carried 3-0.

Johnson moved to approve the Public Fireworks Display Permit for Edward L. Hutz (Keats Lions Club) on July 4, 2005 from 10:15 p.m. – 11:15 p.m. at the Keats Park. Kearns seconded. Carried 3-0.

Kearns moved to approve “Resolution No. 033105-17, A Resolution of the Board of County Commissions of Riley County, Kansas, authorizing the structuring and offering for sale of General Obligation Refunding Bonds, Series 2005.” Johnson seconded. Carried 3-0.

Kearns moved to sign Purchase Authorizations for an asphalt chip spreader in the amount of \$116,000.00, a 4 x 4 utility vehicle in the amount of \$26,000.00, two $\frac{3}{4}$ ton 4 x 4 extended cab pickups in the amount of \$22,000.00, a $\frac{3}{4}$ ton pickup in the amount of \$19,000.00, a HD low-boy equipment trailer in the amount of \$45,000.00 to be funded by CIP for the Public Works Department. Johnson seconded. Carried 3-0.

9:15 Clancy Holeman, Counselor/Director of Administrative Services

- **Administrative Work Session**

Bret Glendening, Budget and Finance Officer; Howard Haile, Information Systems Supervisor; Leon Hobson, Director of Public Works/County Engineer; Barbara Withee, League of Women Voters; and Daryn Soldan, Manhattan Area Chamber of Commerce, attended.

Holeman presented the Enterprise Zone Application and Resolution.

Johnson moved to approve “Resolution No. 033105-18, A Resolution reconfirming that a regional economic development organization has been established as required by K.S.A. 74-50-116(c)(1), for the purpose of qualifying the County of

Riley as a designated nonmetropolitan business region.” Kearns seconded. Carried 3-0.

Holeman presented a resolution amending the Riley County Procurement Code.

Kearns moved to approve “Resolution No. 033105-19, A Resolution providing for the revision of Section 2.204 of the Riley County Procurement Code.” Johnson seconded. Carried 3-0.

Holeman presented the “Code of Procedure for Kansas Local Governments,” drafted by the League of Kansas Municipalities.

The Board of County Commissioners asked Clancy Holeman to schedule a work session on the Code of Procedure.

Kearns moved to sign the letter to KAC regarding discontinuance of Customer Service Training. Johnson seconded. Carried 3-0.

Kearns moved to approve the minutes of March 28, 2005 as amended. Johnson seconded. Carried 3-0.

Kearns moved to approve the following warrant vouchers for March 31, 2005:

2005 Budget

County General	\$391,827.41
Special Prosecutor Trust	2,255.22
Juvenile Intake Case Mgr	265.99
Riley Co Juvenile Service	2,844.76
21 st Jud Dist Surveillanc	561.94
Comm Plan Grt/Implementat	14.98
Riley Co Adult Services	4,880.96
Capital Improvements Fund	249,658.01
Emergency 911	7,440.76
Workers Compensation Rsrv	460.00
Solid Waste	118,352.91

County Building	2,726.21
LEC – SURPLUS	14.99
Noxious Weed Capital Outl	3,606.22
DMC Grant	33.10
JIACM	8.08
Landfill Closure	1,031.50
Riley Co Fire Dist #1	21,565.16
University Park W&S	1,881.20
Hunters Island Water Dist	1,471.82
Carson Sewer Benefit Dist	166.50
Deep Creek Sewer	798.20
Moehlman Bottoms	1,408.21
Terra Heights Sewer	1,048.22
Terra Heights Sinking	302.94
Konza Water Operations	3,828.00
Valleywood Stormwater Ope	48.36

TOTAL. \$818,501.65

Johnson seconded. Carried 3-0.

Kearns moved to approve the payroll vouchers in the amount of \$154,166.33 and the following warrant vouchers for April 1, 2005:

2005 Budget

County General	\$238,767.98
Truancy Monitor	673.56
Juvenile Intake Case Mgr	351.08
Riley Co Juvenile Service	4,901.13
Auto Special	2,669.29
21 st Jud Dist Surveillanc	199.72
Special Alcohol	500.00
21 st Jud Dist Teen Court	697.66
Riley Co Adult Services	5,776.11
Capital Improvements Fund	8,662.00
Emergency 911	26.24
Solid Waste	2,126.08
Road & Bridge Cap Project	44,159.80
RCPD Levy/Op	6,998.57
JIACM	509.79
Riley Co Fire Dist #1	2,062.74
Valleywood Operations	2,172.36
Konza Water Operations	1,567.50

TOTAL. \$322,821.61

Johnson seconded. Carried 3-0.

9:41 Howard Haile, Information Systems Supervisor

Barbara Withee, League of Women Voters; Clancy Holeman, Counselor/Director of Administrative Services; and Charlotte Shawver, Register of Deeds, attended.

Haile presented the monthly Information Systems update.

Haile said Information Systems recently has been working on continued roll out of PC and printer hardware to multiple departments. Information Systems recently identified and repaired a failed server drive on the Full Court server and was able to repair it without any significant down time to the end user. I have been working with Charlotte Shawver on identifying and pricing plotter/scanner hardware to be used by multiple departments. I continue to work on the Register of Deeds web interface for title companies. We have been notified that we have been selected as a pilot county for the Clerk's Fish and Game interface with the State of Kansas. We completed the upgrade of Community Corrections CASIMS program supplied by JJA. This was a complete change in the way that the state is going to collect data from Community Corrections.

Haile said Information Systems has completed the change over to SBC from Birch for long-distance service. Although we have a few lingering account code issues, overall the transition was very smooth. With this change Riley County will see a measurable reduction in long distance costs.

Haile discussed county owned cell phone usage.

The Board of County Commissioners stated they want to be sure cell phone usage is monitored to prevent abuses.

10:13 Johnson said Robert Littrell is retiring and another attorney for the indigent needs to be appointed.

Holeman said he will visit with Becky Topliff on getting an appointee for the attorneys of the indigent.

10:15 Rod Meredith, Assistant Director of Public Works/Parks Director

Bret Glendening, Budget and Finance Officer; Clancy Holeman, Counselor/Director of Administrative Services; Barbara Withee, League of Women Voters; and Monty Wedel, Director of Planning and Development, attended.

Meredith presented the following Riley County Park Advisory Board 2005 Community Park Allocations Recommendations:

Riley	Playground Equipment	\$4,000
Fairmont	ADA Concrete Sidewalk to RR/Shelter	\$2,000
Randolph	ADA Concrete Sidewalk to New South Park	\$4,000
Ogden	Move Ballfield Fence	\$9,800
Leonardville	Trash Can Lids	\$ 200
	TOTAL	<u>\$20,000</u>

Kearns moved to approve and sign the Riley County Purchase

Authorization Request for the following:

Riley	Playground Equipment	\$4,000
Fairmont	ADA Concrete Sidewalk to RR/Shelter	\$2,000
Randolph	ADA Concrete Sidewalk to New South Park	\$4,000
Ogden	Move Ballfield Fence	\$9,800
Leonardville	Trash Can Lids	\$ 200
	TOTAL	<u>\$20,000</u>

Johnson seconded. Carried 3-0.

Meredith reviewed the origin of CiCo Park.

Newsome said the Board of County Commissioners should be clear in stating the CiCo Park Master Plan is complete.

Kearns suggested sending a letter to the City of Manhattan stating the Riley County Commission's intent.

Kearns moved to sign a letter to the City of Manhattan stating the Riley County Commission agrees the CiCo Park Master plan is complete and the Board of County Commissioners will not approve an aquatic center being placed in CiCo Park. Johnson seconded. Carried 3-0.

Wedel reported the 1993 Chevy Lumina transmission went out and it would cost \$2,000.00 to repair. Wedel said Leon Hobson stated he may want to look into purchasing a Taurus on the state contract.

Glendening stated there are funds available in the CIP fund.

The Board of County Commissioners, by consensus, agreed for Monty Wedel to proceed with purchasing a vehicle on state contract for the Planning and Development Department.

The Board of County Commissioners, by consensus, agreed for Clancy Holeman to send a letter to the Law Board expressing concern with Law Board meetings being held in facilities not easily accessible nor with adequate parking.

10:56 Kearns moved to adjourn. Johnson seconded. Carried 3-0.